

**FOR IMMEDIATE RELEASE:**

**CONTACT:**

Contact Person  
School/Organization Name  
Telephone Number  
Fax Number  
Email Address  
Web site address

**Headline**

City, State, Date --- Opening Paragraph (should contain: who, what, when, where, why):

In the remainder of body text you can include:

- a quote from a teacher, student or the artist
- background on the artist
- if you are a school, how the residency will integrate with other subjects the students are studying
- invite the public to observe the residency or to attend a public event with the artist

You should identify any co-sponsors of the residency by listing all the groups that contributed funds to the residency.

You need to include the following statement: *This Artist in Schools/Communities program is partially supported by grants from the National Endowment for the Arts, the Montana Arts Council and the State of Montana.\**

End with: For more information about this residency call (name of contact person) at (name of school or organization), (telephone number), during (list of hours available).

If there is more than 1 page at the bottom of the page use:

-more-

(The top of the next page):

**Abbreviated headline (page 2)**

Remainder of text.

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(indicates Press Release is finished)

**\*Please remember if you have received funds from the Montana Arts Council, credit both the Council and the National Endowment for the Arts on all publicity.**

The logos for both agencies are available at: [http://art.mt.gov/resources/resources\\_sitemap.asp#other](http://art.mt.gov/resources/resources_sitemap.asp#other)

